

Regional Animal Control District

Serving the Towns of
Lebanon, Franklin, Bozrah, Lisbon & Sprague

Mailing Address: 1 Main St., P.O. Box 677, Sprague, CT 06330

Emergency Calls: 800.236-1987

Pound Address: 34 Goshen Hill Road, Lebanon, CT 06249 Routine
Calls: 860.642-6379

Regional Animal Control District Board of Directors

Regular Meeting

Tuesday June 23, 2011 – 10:30 AM

Lebanon Town Hall Conference Room

MINUTES

- 1.0 Meeting called to order at 10:45 AM by Chairman Rich Matters. All members present.
- 2.0 Recognition of Visitors (see public comment below)
- 3.0 Public Comment.
Resident asked if we could re-consider holding Regional Meetings late afternoon or early evening so more public could attend and comment. The Chairman replied meetings have been filed with Town Clerk for rest of the year. Resident questioned the District's euthanasia policy and did we have other policies beyond that of the Humane Society. Rich replied we only have the policy from the Humane Society, nothing else. In the interests of time, only public comment (not response) can be heard today. Could add discussion at the next meeting. Majority of Board wish to hear comments only during Public Comment unless discussion is warned on agenda. Resident asked if we had brought staff or state into discussions when forming regional district and Chairman replied in the affirmative. When asked who makes final decision on euthanizing an animal, Rich replied that should an ACO come upon an injured animal it would be his call with the vet to determine the outcome. With other dogs, no time limit is set for their stay at the pound and no animal has ever been put down due to lack of time at the pound.
- 4.0 Additions to the Agenda.
- 5.0 Minutes
 - 5.1 **Moved Osten/Okonuk to approve the minutes of the June 7, 2011 Meeting. Vote: Yes, unanimous**
 - 5.2 Minutes of April 1st and April 28, 2011 already approved on 6/7/11.
- 6.0 Combined with Treasurer's report.
- 7.0 Treasurer's Report. Cathy reported:
 - Cathy reviewed YTD paid bills. Everything normal, all outstanding bills have been solicited and other than one more bill from Edward's, everything should be in.
 - Joyce will ask Erin to get last utility bill to Cathy ASAP in July.
 - In-serve bill has been paid.
 - Several line items went over budget this past year. Mike to notify Cathy Osten if food gets low and she'll address with Agway.
 - Miscellaneous purchases were significant – many items were lost – too many keys out, tightened up access to facility so that problem will go away.
 - \$2,134.26 over for vet care. Couple of seizures of abused animals in Bozrah and couple of others increased costs – need to watch carefully throughout the year. Expenses need to be included with other costs when going to court on abuse cases.
 - Communications – over by \$382.20 – extra phones, pagers.

- Sprague auditor will do audit in August. Rich said we'll need to zero out line items before audit.
- Mileage – under. Changed mileage reimbursement to federal rate.
- Utilities – heat was over budget, electricity was over, DCS Energy already reviewed pound, Joyce got CL&P to review site and put on monitoring equipment. Discussed freezer and removing it from site to Town Garage to see if electricity bill drops.
- Septic pumping was over budget too. Hauler suggests every two years so we may budget a portion of cost each year and put into reserve account until needed.
- Legal ads were only - over \$26.00.
- Payroll expenses: Worker's Comp and Unemployment should be separate for next year. Change will be acted upon later in meeting.
- Equipment – ok
- Training and Required Medical significantly over budget for new hire rabies innocs.
- Town of Sprague pays for the Treasurer's time and not charging for auditor unless cost goes up significantly. They also include the CIRMA coverage.
- \$4,700 surplus as of this date, but vehicle needs to be purchased \$2500 this Saturday. We should be okay as of year-end.

8.0 Discuss and act on changes to FY 2011-12 budget

Moved Rich/Cathy to separate line item 6560-02 into two separate line items entitled 65602 – Unemployment and 65603 Workmen's Comp with Workmen's Comp being \$2,000 and \$500 for Unemployment. Vote: yes, unanimous

9.0 Rich said May calls were one night, one weekend, two days. Edward's also received 21 calls that never left messages. Mike reported slight increase in activity and phone calls from last month. John Bendoraitis and Mike are installing the call log on to the computer by July 1st. As of today, we have four dogs at the pound, three are highly adoptable. Lots of interest in Chase, couple people came to see him and should be gone very soon. Mike asked again for a financial limit on vet care and Joyce read him minutes from last meeting. Cathy reiterated and Directors agreed that if ACO was not comfortable with process recommended or potential cost then he should call Chairman or Vice Chairman.

10.0 Discussion on purchase of vehicle.

Rich looked at and ranked eight possible vehicles going to auction on Saturday with an up-to purchase price of \$2,500.

11.0 ACO Report. Already done above.

12.0 Executive session. Moved Joyce/Cathy to go into Executive Session for the purpose of discussing two cases of pending litigation. Vote: yes, unanimous

Returned to Regular Session at 11:40AM.

No action taken outside of Executive Session.

13.0 Moved Joyce/Rich to adjourn at 11:40AM. Vote: Yes, unanimous